

**To:** McCoy, Erin[McCoy.Erin@epa.gov]  
**From:** Williams, Mike  
**Sent:** Mon 7/11/2016 9:17:12 PM  
**Subject:** RE: Des Moines TCE Invoice  
DesMoines TCE Logbook01 June 2016.pdf  
DesMoines TCE Logbook02 June 2016.pdf  
Expense Reports.pdf

Hi Erin:

I apologize for the delay. Christin and Shane have been on vacation and Adam is in the field. I had to put in a request from our Chicago office to get their expense reports. I think the main difference is supplies. Adam bought more supplies than Shane and the first rental car is on his report. Christin had only four days, but she also had a rental car.

Attached you will find the expense reports and copies of the two logbooks. Let me know if you need anything else.

Could you provide me with an update on the analytical samples sent to the EPA lab? I'm trying to schedule our risk assessor. I have the Dioxin data in from [Ex. 4 - CBI] but haven't had a chance to look at it. I'll look at it and get back with you.

Thanks,

Mike

**Mike Williams** | Sr. Project Manager/Hydrogeologist

415 Oak Street | Kansas City, Missouri 64106 | [www.tetrattech.com](http://www.tetrattech.com)  
Direct: 816.412.1767 | Main: 816.412.1741 | Fax: 816.410.1748 | Mobile: 913.689.9367

[Mike.Williams@tetrattech.com](mailto:Mike.Williams@tetrattech.com)

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**From:** McCoy, Erin [mailto:McCoy.Erin@epa.gov]  
**Sent:** Thursday, July 07, 2016 2:47 PM  
**To:** Williams, Mike <Mike.Williams@tetrattech.com>  
**Cc:** Dorsey, Debra <Dorsey.Debra@epa.gov>  
**Subject:** Des Moines TCE Invoice

Mike, I have reviewed the invoice for 5/23 to 6/26 and have a couple of questions. Please see below and call me if you have any questions. Thanks!

1. Please send me copies of the field logs to verify hours.
2. I'm confused on travel costs, mainly because they vary so much. It is my understanding that there is set per-diem on the START contract, correct? Yet Christin was on site less than the other two but has a higher travel cost than Shane. And Adam's travel costs is approximately \$300 more than the other two. Can you provide documentation to explain the differences?

| Person                    | Arrived on site | Left site |
|---------------------------|-----------------|-----------|
| Total Days/Nights on site | Cost            |           |

**Ex. 4 - CBI**



Erin McCoy, P.G. | Remedial Project Manager

**EPA Region 7** | Superfund Division | Iowa Nebraska Branch

11201 Renner Blvd | Lenexa, KS 66219

Phone: 913.551.7977

[mccoy.erin@epa.gov](mailto:mccoy.erin@epa.gov) | [www.epa.gov](http://www.epa.gov)